



COOKIE POLICY

Version 3



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COOKIE POLICY

This policy sets out information about our use of Cookies on our website.

"We" or "us" means Kivells Limited (registered company number 08519705).

Our registered address is Melrose House, Pynes Hill, Rydon Lane, Exeter, EX2 5AZ

"Website" means www.kivells.com

We are registered with the Information Commissioner's Office as a data controller under number ZA084158

If you wish to contact us, please click here <https://www.kivells.com/offices>

What is a cookie?

A 'cookie' is a type of data file that is stored on your device when you visit a website or perform actions while visiting a website. A cookie file contains information that is transferred to your device's memory which is recalled when you revisit our site, or when you perform certain actions on your device. Where we refer to a cookie in this policy, this incorporates similar tracking technologies.

Necessary Cookies

When you first visit our website, we only use necessary cookies. This means that additional cookies (called "Optional Cookies" in this policy) won't be used unless you agree to accept/enable all cookies, or select your own cookie preferences.

Optional Cookies

Optional cookies are used for analytical, performance, advanced functionality and advertising purposes. More information is set out in this policy. Optional cookies help us improve our website and we believe accepting all optional cookies provides you with the best user experience.

Cookies can be "First Party", i.e. set by us, or "Third Party", i.e. placed on your device by another organisation when you visit our website. Third-party cookies may be placed on your device by an organisation providing a service to us or by our business partners, so that they can advertise products and services to you on our website and elsewhere on the internet. Because of how cookies work, our website cannot access third-party cookies stored from other websites; nor can other organisations access the data in the cookies we use on our website.

Changing your preferences

You can select to accept/enable some or all of the optional cookies either within the settings of your own device or by selecting the option provided on our website.

How long will cookies stay on my device?

The length of time a cookie will stay on your computer or mobile device depends on whether it is a "persistent" or "session" cookie. Session cookies should expire when you stop browsing. Persistent cookies stay on your device until they expire after a set period or are deleted. For each of the cookies used on our website we have set out the duration in the tables below.

The Cookies we use on our website

Necessary Cookies

Necessary Cookies are cookies that are required for the operation of our website. They include, for example, cookies that allow page navigation or enable you to access certain areas of our website. Our website cannot function properly without these cookies. Necessary Cookies can only be disabled by changing your browser preferences but doing so may result in reduced or limited functionality of our website. In some circumstances our website may cease to function as intended if necessary cookies are disabled, deleted or otherwise altered. We do not accept any liability for any loss arising where necessary cookies are disabled, deleted or otherwise altered. We use the following necessary cookies:

Cookie Name	Purpose	Controller	Further Information (including duration of cookie)
cookie-agreed	Set by kivells.com upon acceptance of the website's Cookie Policy, to establish if the user accepts the use of cookies on the website.	Our cookie	Expires after 1 month

has_js	Set by kivells.com to establish if the user has JavaScript running on their browser.	Our cookie	This cookie is session based and is deleted the next time you close your browser
Not applicable (unique name per session)	Set by fliphtml5.com. Used by fliphtml5.com PDF viewer to identify a unique session (visit) for analytical purposes	Third party	Expires after 1 week.

Optional Cookies

We and third parties like to use cookies on this website to enhance your user experience, personalise content and advertisements, provide social media features, and analyse the traffic/visitor actions on our website. Optional cookies help us to provide you with the experience we intend to provide when you browse our website and also allow us to improve our website and the service we provide.

We need to obtain your consent to use Optional cookies; this is usually by way of a pop-up notice. As set out in this policy, you can change your preference at any time.

Advanced functionality, Analytics and Performance

We use advanced functionality cookies to recognise you when you return to our website. This enables us to personalise our content for you, greet you by name and remember your preferences (for example, your choice of language or region).

We use analytical/performance cookies to enable us to recognise and count the number of visitors and to see how visitors use our website when they are using it. This helps us to improve the way our website works, for example, by ensuring that users are finding what they are looking for easily.

We would like to use the following optional advanced functionality, analytics and performance cookies:

Cookie Name	Purpose	Controller	Further Information (including duration of cookie)
Google Analytics _ga	Registers a unique ID that is used to generate statistical data on how the visitor uses the website.	Third Party	Expires after 2 years. For further information, please visit: http://www.google.com/analytics/
Google Analytics _gid	Used by Google Analytics to throttle request rate	Third Party	Expires after 24 hours. For further information, please visit: http://www.google.com/analytics/
Google Analytics _gat	This cookie allows us to recognise and count the number of visitors and to see how visitors move around the site when they are using it. This helps us to improve the way our website works, for example by ensuring	Third Party	Expires after 1 day. For further information, please visit: http://www.google.com/analytics/

	that users are finding what they are looking for easily		
Youtube VISITOR_INFO1_LIVE	Used by YouTube (Google). Tries to estimate the users' bandwidth on pages with integrated YouTube videos.	Third Party	Expires after 6 months.
Youtube YSC	Used by YouTube (Google). Registers a unique ID to keep statistics of what videos from YouTube the user has seen.	Third Party	This cookie is session based and is deleted the next time you close your browser
Youtube GPS	Used by YouTube (Google). Registers a unique ID on mobile devices to enable tracking based on geographical GPS location.	Third Party	This cookie is session based and is deleted the next time you close your browser
Youtube PREF	Used by YouTube (Google). Registers a unique ID that is used by Google to keep statistics of how the visitor uses YouTube videos across different websites.	Third Party	Expires after 8 months.

Google Accounts GAPS	Used to ensure visitors remain connected to their Google account whilst viewing Google content (e.g. an embedded Google map) on the website.	Third Party	Expires after 2 years.
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Advertising

We and third parties want to display adverts that we think are relevant to you. In order to do so we need your consent to use advertising cookies. Even if you do not accept our advertising cookies, where you have accepted advertising cookies on another website they may remain active on our website.

We use the following advertising cookies:

Cookie Name	Purpose	Controller	Further Information (including duration of cookie)
doubleclick.net test_cookie	Set by DoubleClick (owned by Google) to determine if the website visitor's browser supports cookies.	Third Party	Expires after 1 day.
doubleclick.net IDE	Set by DoubleClick (owned by Google) to register and report the website user's actions after viewing or clicking one of the advertiser's ads with the purpose	Third Party	Expires after 1 year.

	of measuring the efficacy of an ad and to present targeted ads to the user.		
doubleclick.net DSID	This cookie is used for re-targeting, optimisation, reporting and attribution of online adverts.	Third Party	Expires after 1 day.

Social Media Cookies

We use social media cookies to allow you to share our website (or parts of it) on social media.

These cookies are likely to be analytical/performance cookies or targeting cookies. Please note that our social media partners may also use cookies over which we have no control and if you have consented to the use of those cookies elsewhere, as they are on your device without your consent, those cookies will be active. We cannot prevent this. To control the use of these cookies, you will need to contact the controller of that cookie.

We use the following social media platforms:

Cookie Name	Purpose	Controller	Further Information (including duration of cookie)
addtoany.com UVC	Cookie used by addtoany.com for the purpose of sharing pages and content that interests you on our	Third party	1 day

	site through third party social networking or other websites.		
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